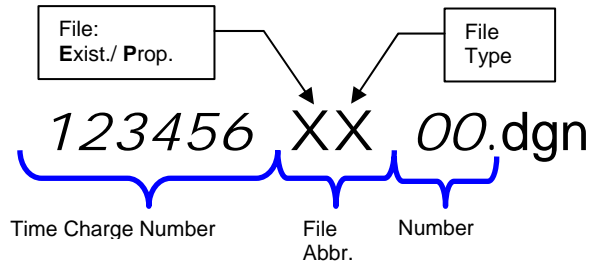


Standard Base File Naming Convention

Each of the file names will follow a consistent naming convention following this example:



NOTE:

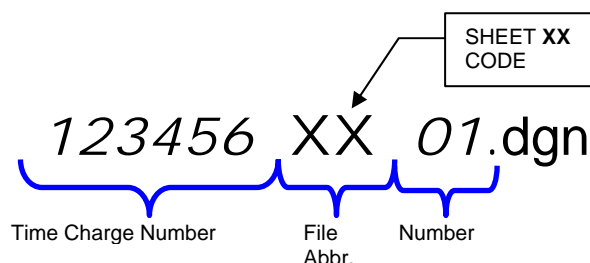
For archiving purpose, use progressive numbering from 00 to 99, keeping 00 the most current.

Exception would be the Cross Section base file, The major roadway will be 00 and smaller, lesser roadways will follow.

| <u>Base Files</u> | <u>Description</u> | <u>Level Range</u> | <u>Logical Name</u> |
|--------------------------|---|--------------------|---------------------|
| 123456 ER 00.dgn | Exist. Right-Of-Way | 1-499 | EROW |
| 123456 PR 00.dgn | Prop. Right-Of-Way | 500-999 | PROW |
| 123456 PP 00.dgn | Prop. Paving | 1500-1999 | PPAVING |
| 123456 PD 00.dgn | Prop. Storm Drainage | 2500-2999 | PSTORM |
| 123456 VD 00.dgn | Prop. Storm Drainage – VERTICAL | 2500-2999 | PvSTORM |
| 123456 PS 00.dgn | Prop. Waste Water | 3500-3999 | PSAN |
| 123456 VS 00.dgn | Prop. Waste Water-VERTICAL | 3500-3999 | PvSAN |
| 123456 PW 00.dgn | Prop. Water | 4500-4999 | PWATER |
| 123456 VW 00.dgn | Prop. Water – VERTICAL | 4500-4999 | PvWATER |
| 123456 PM 00.dgn | Prop. Pavement Markings and Signs | 5500-5999 | PPMARKING |
| 123456 PE 00.dgn | Prop. Electrical | 6500-6999 | PELEC |
| 123456 PH 00.dgn | Prop. Horizontal Alignment | 7000-7099 | HORZ |
| 123456 VH 00.dgn | Prop./Exist. Vertical Alignment | 7100-7199 | VERT |
| 123456 PG 00.dgn | Prop. GEOPAK | 7200-7299 | PATTERN |
| 123456 PX 00.dgn | Prop X-section (Base) | 7300-7399 | XSECTION |
| 123456 PZ 00.dgn | Removal Quantities | 7400-7599 | REMOVAL |
| 123456 PQ 00.dgn | Prop. Quantities | 7600-7899 | QUANTITIES |
| 123456 PC 00.dgn | Prop. Sediment and Erosion Control | 8000-8099 | PSEED |
| 123456 EB 00.dgn | Exist. TOPO (Survey Base) | 9000-9499 | TOPO |
| 123456 PT 00.dgn | Prop. Traffic Control | | PTRAFFIC |
| 123456 PF 00.dgn | Prop. Construction Phasing | | PPHASING |
| 123456 WK _2D.dgn | Working File 2D - NOT USED FOR PRODUCTION | | |
| 123456 WK _3D.dgn | Working File 3D - NOT USED FOR PRODUCTION | | |

Standard Sheet Files Naming Convention

Each of the structures sheet file names will follow the naming convention following this example:



| <u>Sheet Files</u> | <u>Description</u> |
|-------------------------|--|
| 123456 CO 01.dgn | C over |
| 123456 SQ 01.dgn | S ummary of Q uantities |
| 123456 TY 01.dgn | T ypical S ections |
| 123456 HC 01.dgn | H orizontal C ontrol |
| 123456 GN 01.dgn | G eneral N otes |
| 123456 PH 01.dgn | C onstruction P hasing |
| 123456 TC 01.dgn | T raffic C ontrol |
| 123456 EC 01.dgn | S ediment and E rosion C ontrol |
| 123456 GE 01.dgn | G eometric |
| 123456 JG 01.dgn | J oints and G rade |
| 123456 PP 01.dgn | R oadway P lan and P rofile |
| 123456 RT 01.dgn | R etaining Wall P lan and P rofile |
| 123456 RT 01.dgn | R etaining Wall D etail |
| 123456 CR 01.dgn | C onstruction and R emoval |
| 123456 SD 01.dgn | S torm D rainage P lan and P rofile |
| 123456 SD 01.dgn | C ulvert C ross S ection |
| 123456 WW 01.dgn | W aste W ater P lan and P rofile |
| 123456 WT 01.dgn | W ater L ine P lan and P rofile |
| 123456 TS 01.dgn | T raffic S ignal and L ighting (Intersection) |
| 123456 TS 01.dgn | T raffic S ignal and L ighting (Non-Intersection) |
| 123456 PM 01.dgn | P avement M arking and S igning |
| 123456 DT 01.dgn | D etail |
| 123456 LS 01.dgn | L andscaping |
| 123456 RW 01.dgn | R ight-Of- W ay |
| 123456 XS 01.dgn | R oadway C ross S ection |

Standard Sheet Scales

| Order | Code | Sheet Type | * Standard Scale | * Acceptable Scale with Prior Approval from the City |
|-------|------|--|----------------------------------|--|
| 1 | CO | Cover | Not to Scale | |
| 2 | SQ | Summary of Quantities | Not to Scale | |
| 3 | TY | Typical Sections | Not to Scale | |
| 4 | GN | General Notes | Not to Scale | |
| 5 | DT | Details | Not to Scale | |
| 6 | HC | Horizontal Control | Not to Scale | |
| 7 | GE | Geometrics | 1" = 40' | |
| 8 | PH | Construction Phasing | 1" = 200' | 1" = 100' |
| 9 | TC | Traffic Control | 1" = 200' | 1" = 100' |
| 10 | EC | Sediment and Erosion Control | 1" = 40' | 1" = 100' |
| 11 | JG | Joints and Grades | 1" = 40' | |
| 12 | PP | Roadway Plan and Profiles | 1" = 100' Horz. / 1" = 10' Vert. | 1" = 40' Horz. / 1" = 10' Vert. |
| 13 | CR | Construction and Removal | 1" = 40' | |
| 14 | RT | Retaining Wall Plan and Profile | 1" = 40' Horz. / 1" = 10' Vert. | |
| 15 | RT | Retaining Wall Details | 1" = 40' Horz. / 1" = 10' Vert. | |
| 16 | SD | Storm Drainage Plan and Profile | 1" = 40' Horz. / 1" = 10' Vert. | |
| 17 | SD | Culvert/Channel Cross Sections | 1" = 40' Horz. / 1" = 10' Vert. | |
| 18 | WW | Waste Water Plan and Profile | 1" = 40' Horz. / 1" = 10' Vert. | |
| 19 | WT | Water Main Plan and Profile | 1" = 40' Horz. / 1" = 10' Vert. | |
| 20 | TS | Traffic Signal and Lighting (In the Intersection) | 1" = 20' | |
| 20 | TS | Traffic Signal and Lighting (Outside the Intersection) | 1" = 40' | |
| 20 | TS | Traffic Signal and Lighting (Removal and Temporary) | 1" = 100' | |
| 21 | PM | Pavement Marking and Signing | 1" = 40' | |
| 22 | LS | Landscaping Plan | 1" = 40' | |
| 23 | RW | Right-of-Way/Property Plat | 1" = 40' | |
| 24 | XS | Roadway Cross Sections | 1" = 20' Horz. / 1" = 20' Vert. | |

* Scales are for 11"x 17" Sheets

TextStyle Library

Standard text sizes and fonts have been defined to ensure uniformity and legibility on all CADD drawings. The correct text size is dependent on the plot scale. Since, the most important issue with text is that it should be legible, font and text size may vary as necessary.

Standard Text Sizes

English Text for B-Size Plans (11" x 17" paper)

| English (Scale) | Font | 1"=1' | 1"=10' | 1"=20' | 1"=40' | 1"=50' | 1"=100' |
|------------------------|----------------|--------------|---------------|---------------|---------------|---------------|----------------|
| Cover Title | Compresses (7) | 0.30 | 3.00 | 6.00 | 12.00 | 15.00 | 30.00 |
| General | Design (2) | 0.07 | 0.70 | 1.40 | 2.80 | 3.50 | 7.00 |
| General Title | Design (2) | 0.09 | 0.90 | 1.80 | 3.60 | 4.50 | 9.00 |
| Sht Name | Shade (4) | 0.10 | 1.00 | 2.00 | 4.00 | 5.00 | 10.00 |
| Station | Design (2) | 0.08 | 0.75 | 1.50 | 3.00 | 3.75 | 7.50 |
| Street | Design (2) | 0.09 | 0.90 | 1.80 | 3.60 | 4.50 | 9.00 |
| Survey | Survey (1) | 0.05 | 0.50 | 1.00 | 2.00 | 2.50 | 5.00 |

Table 1

| | |
|------------|---|
| 1 SURVEY | ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 |
| 2 DESIGN | ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 |
| 4 SHADE | ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 |
| 7 COMPRESS | ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 |

Special Font Characters

Font: (2) Design – CITYFONT.RSC









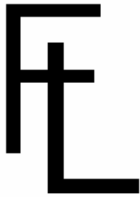





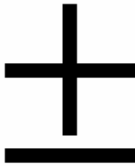

| | |
|---|--|
| DEC98   | DEC126  Shift  |
| DEC91   | DEC123  Shift  |
| DEC93   | DEC125  Shift  |
| DEC94  Shift  | DEC124  Shift  |

Table 2